

**CONSENT AGENDA
OCTOBER 11-13, 2006**

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CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006

INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY

SUBJECT

A request by Boise State University for new positions and changes in positions.

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures; Section II.B.

BACKGROUND

Items submitted for review and approval according to Board Policy Section II. B.3.

DISCUSSION

Boise State University requests approval for:

- fifteen (15) new positions supported by appropriated, grant and local funds
- changes to four (4) current position FTE supported by local funds
- delete two (2) positions

IMPACT

Once approved, the positions can be processed on the State Employee Information System.

STAFF COMMENTS AND RECOMMENDATIONS

This item includes several new positions related to instruction and administrative support.

Staff recommends approval.

BOARD ACTION

A motion to approve the request by Boise State for fifteen (15) new positions supported by appropriated, local and grant funds; changes to title, term, salary and FTE for four (4) positions, and delete 2 positions.

Moved by _____ Seconded by _____ Carried Yes____ No____

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY - continued**

NEW POSITIONS

Position Title	Customer Service Representative 1
Type of Position	Classified Staff
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	October 22, 2006
Salary Range	\$25,688
Funding Source	Local
Area/Department of Assignment	College of Applied Technology - Enrollment Management & Student Success
Duties and Responsibilities	Provide customer service and information for the Center for New Directions and Applied Technology Student Services.
Justification of Position	Funding changing for existing position from Grant to Local; Position will no longer be Limited Service.

Position Title	Administrative Assistant 1
Type of Position	Classified Staff
FTE	0.63 FTE
Term of Appointment	12 month
Effective Date	October 22, 2006
Salary Range	\$14,352
Funding Source	Appropriated
Area/Department of Assignment	College of Arts and Sciences
Duties and Responsibilities	Provide administrative support to College Business Manager, Development Officer, and backup for Dean's office administrative staff.
Justification of Position	Growth in College and additional staffing require additional administrative support.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY - continued**

Position Title	Customer Service Representative 1
Type of Position	Classified Staff
FTE	0.5 FTE
Term of Appointment	12 month
Effective Date	October 22, 2006
Salary Range	\$10,358
Funding Source	Appropriated
Area/Department of Assignment	Counseling Services
Duties and Responsibilities	Provide customer service for visitors and callers to the Counseling Center.
Justification of Position	Reactivate deleted position. Duties have been performed by a temporary employee due to budget constraints.

Position Title	Manager, Donor Relations and Events
Type of Position	Professional Staff
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	October 22, 2006
Salary Range	\$38,000
Funding Source	Appropriated
Area/Department of Assignment	College of Business & Economics
Duties and Responsibilities	Encourage donors and potential donors to be involved in College activities; serve as key contact for College Advisory Council; organize donor/alumni events; coordinate College publicity.
Justification of Position	Additional staff needed to enhance donor relations and fund raising activities.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY - continued**

Position Title	Special Assistant to the Vice President for Student Affairs
Type of Position	Professional Staff
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	October 22, 2006
Salary Range	\$75,000
Funding Source	Appropriated
Area/Department of Assignment	Vice President for Student Affairs
Duties and Responsibilities	Responsible for special projects and Student Affairs initiatives.
Justification of Position	New position requested in accordance with Boise State University's Faculty Dual Career Policy. The Policy allows for partner employment up to three years.
Position Title	Assistant Director, Orientation/Traditional Student Program
Type of Position	Professional Staff
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	October 22, 2006
Salary Range	\$43,000
Funding Source	Appropriated
Area/Department of Assignment	Enrollment Services
Duties and Responsibilities	Develop and enhance programs for traditional students; enhance web presence; assist with presentations and publications.
Justification of Position	Additional staff required due to significant program growth.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY - continued**

Position Title	Assistant to the Athletic Director
Type of Position	Professional Staff
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	October 22, 2006
Salary Range	\$43,384
Funding Source	Local
Area/Department of Assignment	Intercollegiate Athletics
Duties and Responsibilities	Raise funds for a variety of Athletics projects such as stadium sky box addition, Boas Tennis renovation, and East Junior High.
Justification of Position	Convert part-time temporary position to full-time permanent to provide greater focus on project fund raising.
Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	August 15, 2007
Salary Range	\$73,000
Funding Source	Appropriated
Area/Department of Assignment	Economics Department
Duties and Responsibilities	Provide instruction for Economics courses with a focus on Health Economics.
Justification of Position	Additional position needed for upper division Economics courses with expertise in Health Economics.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY - continued**

Position Title	Associate Professor
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	October 22, 2006
Salary Range	\$60,000
Funding Source	Appropriated
Area/Department of Assignment	Nursing Department
Duties and Responsibilities	Provide instruction for Nursing courses.
Justification of Position	Additional position needed in order to increase student enrollment and meet demands of projected nursing shortage.
Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	October 22, 2006
Salary Range	\$50,000
Funding Source	Appropriated
Area/Department of Assignment	Nursing Department
Duties and Responsibilities	Provide instruction for Nursing courses.
Justification of Position	Additional position needed in order to increase student enrollment and meet demands of projected nursing shortage.
Position Title	Grant Manager/Assessment Coordinator
Type of Position	Professional Staff
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	October 22, 2006
Salary Range	\$40,000
Funding Source	.88 – Grant/.12 - Local
Area/Department of Assignment	Biology
Duties and Responsibilities	Assess and ensure program compliance for Boise State's portion of Biomolecular Research (INBRE) program; develop and implement assessment plan.
Justification of Position	Increase in position required to meet demands of growing research programs.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY - continued**

Position Title	Accountant
Type of Position	Professional Staff
FTE	0.60 FTE
Term of Appointment	12 month
Effective Date	October 22, 2006
Salary Range	\$21,000
Funding Source	.42 – Grant/.58 - Local
Area/Department of Assignment	College of Applied Technology - Accounting
Duties and Responsibilities	Perform accounting functions such as budgeting, forecasting, tracking funds, grant administration and compliance, and effort reporting.
Justification of Position	Additional position required due to growth in programs and workload and reorganization of functions in College.
Position Title	Coordinator, Marketing & Special Events
Type of Position	Professional Staff
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	November 1, 2006
Salary Range	\$34,507
Funding Source	Local
Area/Department of Assignment	Boise State Radio
Duties and Responsibilities	Evaluate existing programs, recommend changes and improvements, and implement new events.
Justification of Position	Additional position needed to meet Boise State Radio goals and objectives in strategic plan.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY - continued**

Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	October 22, 2006
Salary Range	\$40,472
Funding Source	General
Area/Department of Assignment	Art Department
Duties and Responsibilities	Provide instruction for Art courses.
Justification of Position	Reactivate deleted position. Duties have been performed by adjuncts in past several years.

Position Title	Special Lecturer
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	October 22, 2006
Salary Range	\$30,000
Funding Source	General
Area/Department of Assignment	Modern Languages & Literature
Duties and Responsibilities	Provide instruction for Modern Languages & Literature courses.
Justification of Position	Converting long-term temporary to permanent appointment.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY - continued**

CHANGE IN POSITIONS

Position Title	Custodian
Type of Position	Classified Staff
FTE	Change from 1.0 to 0.83 FTE
Term of Appointment	10 month
Effective Date	October 22, 2006
Salary Range	Total Salary \$15,389
Funding Source	Local
Area/Department of Assignment	Morrison Center for Performing Arts
Duties and Responsibilities	Clean and maintain non-academic portion of Morrison Center.
Justification of Position	Reduce position to better match department needs due to Center schedules and events.
Position Title	Financial Support Technician
Type of Position	Classified Staff
FTE	Change from 0.75 to 1.0 FTE
Term of Appointment	12 months
Effective Date	10/22/06
Salary Range	Additional Salary of \$5,850
Funding Source	Local
Area/Department of Assignment	Bookstore
Duties and Responsibilities	Process invoices and credit memos, prepare vendor payments; reconcile statements and request refunds from vendor.
Justification of Position	Student and temporary labor that previously performed additional workload has been eliminated.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY - continued**

Position Title	Administrative Assistant 1
Type of Position	Classified Staff
FTE	0.83 to 0.75.0 FTE
Term of Appointment	12 month
Effective Date	October 22, 2006
Salary Range	Reduction in Salary of \$1,910
Funding Source	Local
Area/Department of Assignment	Morrison Center for Performing Arts
Duties and Responsibilities	Assist in event administration duties including coordination with Marketing Director.
Justification of Position	Decrease FTE to meet Center needs due to administrative staff reorganization.
Position Title	Teacher/Coordinator, Carpentry & Construction
Type of Position	Faculty
FTE	.83 to 1.0.0 FTE
Term of Appointment	12 month
Effective Date	October 22, 2006
Salary Range	\$38,859
Funding Source	Local
Area/Department of Assignment	Center for Workforce Training
Duties and Responsibilities	Teacher courses and coordinates apprenticeship program.
Justification of Position	12 month position needed to meet industry demand.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY - continued**

DELETE POSITIONS

Position Title	Interim Instructor
Type of Position	Faculty
FTE	0.75 FTE
Term of Appointment	9 month
Effective Date	October 22, 2006
Salary Range	Previous Salary \$39,000
Funding Source	Local
Area/Department of Assignment	College of Applied Technology
Duties and Responsibilities	Provide instruction in Refrigeration, Heating & Air Conditioning Program.
Justification of Position	Program reduced from two years to one year. This position not needed for a one year program.
Position Title	Advanced Instructor
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 month
Effective Date	October 22, 2006
Salary Range	Previous Salary \$48,048
Funding Source	Local
Area/Department of Assignment	College of Applied Technology
Duties and Responsibilities	Provide instruction in Semiconductor Program.
Justification of Position	Workload distributed to existing positions within program with resignation of incumbent.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: II. HUMAN RESOURCES POLICIES AND PROCEDURES

Subsection: B. Appointment Authority and Procedures

August 2002

B. Appointment Authority and Procedures

1. Nothing herein may be construed to be in limitation of the powers of the Board as defined by Sections 33-3006, 33-3104, 33-2806, and 33-4005, Idaho Code, or as otherwise defined in the Idaho Constitution or Code.
2. Delegation of Authority
The Board delegates all authority for personnel management not specifically retained to the executive director and the chief executive officers consistent with the personnel policies and procedures adopted by the Board. In fulfilling this responsibility, the executive director and chief executive officers, or their designees, may exercise their authority consistent with these policies and procedures. Provided, however, that the Board retains the authority for taking final action on any matter so identified anywhere in these policies and procedures.
3. Specifically Reserved Board Authority
(Note: This is not an exclusive or exhaustive list and other reservations of Board authority may be found in other areas of these policies and procedures.) Board approval is required for the following:
 - a. Position Authorizations
(1) Any permanent new position, regardless of funding source, requires Board approval. Agenda Item Format: Requests for new position authorizations must include the following information:
 - (a) position title;
 - (b) type of position;
 - (c) FTE
 - (d) Term of appointment;
 - (e) Effective date;
 - (f) approximate salary range;
 - (g) funding source;
 - (h) area or department of assignment;
 - (i) a description of the duties and responsibilities of the position; and
 - (j) a complete justification for the position

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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(2) Any permanent position being deleted. The affected position should be identified by type, title, salary, area or department of assignment, and funding source.

b. The initial appointment of all employees to any type of position at a salary that is equal to or higher than 75% of the chief executive officer's annual salary.

c. The employment agreement of any head coach or athletic director (at the institutions only) longer than one year, and all amendments thereto.

d. The criteria established by the institutions for initial appointment to faculty rank and for promotion in rank, as well as any additional faculty ranks and criteria as may be established by an institution other than those provided for in these policies (see subsection G.) Any exceptions to the approved criteria also require Board approval.

e. The procedures established for periodic performance review of tenured faculty members. (see subsection G.)

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CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006

INSTITUTION / AGENCY AGENDA
IDAHO STATE UNIVERSITY

SUBJECT

A request by Idaho State University for approval of new and changes to positions.

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures; Section II.B.

BACKGROUND

Items submitted for review and approval according to Board Policy Section II. B.3.

DISCUSSION

Idaho State University is requesting approval for:

- four (4) new faculty positions (4.0 FTE) supported by state, local and grant funds;
- six (6) new professional staff positions (5.5 FTE) supported by local and grant funds;
- seven (7) new classified positions (6.0 FTE) supported by state, local and grant funds;
- authorization to increase the FTE on one (1) professional staff position (1.0 FTE) supported by grant funds; and authorization to increase the FTE on one (1) classified position (1.0 FTE) supported by state funds.

IMPACT

Once approved, the positions can be processed on the State Employee Information System.

STAFF AND COMMENTS AND RECOMMENDATIONS

This item includes several new positions related to instruction and administrative support.

Staff recommends approval.

BOARD ACTION

A motion to approve the request by Idaho State University for seventeen (17) new positions (15.5 FTE) and to increase the FTE on two (2) positions (2.0 FTE) supported by state, local and grant funds.

Moved by _____ Seconded by _____ Carried Yes_____ No_____

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
IDAHO STATE UNIVERSITY-continued**

**NEW POSITIONS
ACADEMIC**

Position Title	Research Professor
Type of Position	Faculty
FTE	1.0
Term of Appointment	9 month
Effective Date	October 16, 2006
Salary Range	\$107,000.00
Funding Source	Local and Grant Funds
Area/Department of Assignment	Institute of Rural Health
Duties and Responsibilities	Assist in implementation of grant programs, research administration, clinical and evaluation activities; write grants, reports and articles.
Justification of Position	To provide additional faculty and research support for compliance with grant requirements.

Position Title	Professor
Type of Position	Faculty
FTE	1.0
Term of Appointment	12 month
Effective Date	October 16, 2006
Salary Range	\$70,000.00
Funding Source	Local Funds
Area/Department of Assignment	Physician Assistant Studies
Duties and Responsibilities	Assist in development/implementation of satellite program in Boise; teach clinical medicine content; participate in assessment of student academic and clinical performance; academic advising and record keeping; and assist in development of clinical training sites in western Idaho.
Justification of Position	To provide faculty support for the new satellite program in Boise.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
IDAHO STATE UNIVERSITY-continued**

Position Title	Professor
Type of Position	Faculty
FTE	1.0
Term of Appointment	9 month
Effective Date	October 16, 2006
Salary Range	\$63,876.80
Funding Source	State Funds
Area/Department of Assignment	Educational Leadership, College of Education
Duties and Responsibilities	Teach courses and advise students in Educational Leadership.
Justification of Position	To reactivate PCN 3339.

Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0
Term of Appointment	9 month
Effective Date	October 16, 2006
Salary Range	\$45,000.00
Funding Source	State Funds
Area/Department of Assignment	Sociology, Social Work and Criminal Justice
Duties and Responsibilities	Teach courses, advise students, research and community activity.
Justification of Position	To reactivate PCN 3443.

OTHER

Position Title	Radiation Engineer I
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	October 16, 2006
Salary Range	\$54,000.00
Funding Source	Local and Grant Funds
Area/Department of Assignment	Idaho Accelerator Center
Duties and Responsibilities	Responsible for radiation accelerator safety planning, measurements, and operations training interface with the Technical Safety Office.
Justification of Position	To provide additional support due to the growth of the Accelerator Center.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
IDAHO STATE UNIVERSITY-continued**

Position Title	Director of External Relations
Type of Position	Non-Classified
FTE	.50
Term of Appointment	12 month
Effective Date	October 16, 2006
Salary Range	\$50,000.00
Funding Source	Local Funds
Area/Department of Assignment	Kasiska College of Health Professions
Duties and Responsibilities	Assist with college marketing and promotion, including student recruitment, scholarship procurement and other development activities; assist in the organization of a College Advisory Board; and involvement with grants.
Justification of Position	To provide administrative support for statewide promotion of the college mission.
Position Title	Fiscal Officer
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	October 16, 2006
Salary Range	\$45,000.00
Funding Source	Local Funds
Area/Department of Assignment	Kasiska College of Health Professions
Duties and Responsibilities	Assist in the oversight of the multiple budgets (state, local, grants/contracts); work with department chairs and program directors in budget management.
Justification of Position	To provide fiscal support due to complex multiple budgets.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
IDAHO STATE UNIVERSITY-continued**

Position Title	Independent Assessment Provider
Type of Position	Non-Classified
FTE	3.0 (3 positions)
Term of Appointment	12 month
Effective Date	October 16, 2006
Salary Range	\$40,000.00
Funding Source	Grant Funds
Area/Department of Assignment	Idaho Center for Disabilities Evaluation
Duties and Responsibilities	Conduct clinical assessments of adults with developmental disabilities who are applying for Medicaid services; initial and annual eligibility determination, establishment of service plan and negotiated budget.
Justification of Position	To reactivate PCNs 8249, 8252, and 8266 to provide support for compliance with grant requirements.
Position Title	IT Information Systems Technician Sr.
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	October 16, 2006
Salary Range	\$43,000.00
Funding Source	State Funds
Area/Department of Assignment	College of Education
Duties and Responsibilities	Upgrade and maintain faculty and staff computers, information on the COE webpage, and classroom technology equipment; create and maintain intra-net site with the COE webpage; provide technical support to faculty and staff; update faculty and staff on computer applications.
Justification of Position	To provide technical support to faculty and staff for maintenance of technology support and services.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
IDAHO STATE UNIVERSITY-continued**

Position Title	Video Instruction Manager
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	October 16, 2006
Salary Range	\$28,724.80
Funding Source	Local Funds
Area/Department of Assignment	Physician Assistant Studies
Duties and Responsibilities	Set up, operate, and test technical equipment for interactive and instructional video applications; operate field and studio video production equipment; troubleshoot instructional design, technical production and equipment problems; consult with faculty on development and production of instructional video projects; review, evaluate and critique productions and assure quality.
Justification of Position	To provide support for delivering course contact to/from Pocatello for the new satellite program in Boise.
Position Title	Management Assistant
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	October 16, 2006
Salary Range	\$28,724.80
Funding Source	Local Funds
Area/Department of Assignment	Information Technology Services
Duties and Responsibilities	Perform a variety of administrative duties to enable management/administrators to function more effectively, with primary focus on program administration; perform related work.
Justification of Position	To provide support for the ERP Project Manager through implementation.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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**INSTITUTION / AGENCY AGENDA
IDAHO STATE UNIVERSITY-continued**

Position Title	Administrative Assistant I
Type of Position	Classified
FTE	.50
Term of Appointment	12 month
Effective Date	October 16, 2006
Salary Range	\$11,481.60
Funding Source	Grant Funds
Area/Department of Assignment	College of Arts and Sciences
Duties and Responsibilities	Perform a variety of secretarial duties for the WeLEAD program, including typing, meeting minutes, copying, mailing, scheduling conferences, meetings and workshops, prepare travel forms, answer phones.
Justification of Position	To provide clerical support for the NSF ADVANCE grant.
Position Title	Laboratory Technician
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	October 16, 2006
Salary Range	\$21,798.40
Funding Source	Grant Funds
Area/Department of Assignment	Biological Sciences
Duties and Responsibilities	Perform research on a DOE-supported project on Redox Protein Biochemistry.
Justification of Position	To provide support for research productivity for grant award.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
IDAHO STATE UNIVERSITY-continued**

Position Title	Office Specialist 2
Type of Position	Classified
FTE	.50
Term of Appointment	12 month
Effective Date	October 16, 2006
Salary Range	\$10,358.00
Funding Source	State Funds
Area/Department of Assignment	Facilities Services
Duties and Responsibilities	Office support functions including facilities work order database, purchasing documents, answer telephone and radio transmissions, reconcile purchasing cards, file electrical and plumbing permits, use software applications.
Justification of Position	To provide additional clerical support. The duties of this position have been previously performed by a temporary employee.
Position Title	Office Specialist 2
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	October 16, 2006
Salary Range	\$20,716.80
Funding Source	Local Funds
Area/Department of Assignment	Physician Assistant Studies
Duties and Responsibilities	Perform a variety of clerical duties including receptionist, answer phones, complete forms, compose correspondence, arrange meetings, photocopying, mail distribution, and coordinate with the Pocatello site.
Justification of Position	To provide clerical support for the new satellite program in Boise.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
IDAHO STATE UNIVERSITY-continued**

**CHANGE IN POSITIONS
OTHER**

Position Title	Program Coordinator (PCN 7875)
Type of Position	Non-Classified
FTE	change from .62 to 1.0 FTE
Term of Appointment	12 month
Effective Date	October 16, 2006
Salary Range	\$54,641.60
Funding Source	Grant Funds
Area/Department of Assignment	ISU Boise Center
Duties and Responsibilities	Coordinate and manage the HIV Training Program.
Justification of Position	To provide additional support for compliance with grant requirements.

Position Title	Administrative Assistant 1 (PCN 1270)
Type of Position	Classified
FTE	change from .73 to 1.0 FTE
Term of Appointment	12 month
Effective Date	October 16, 2006
Salary Range	\$22,963.20
Funding Source	State Funds
Area/Department of Assignment	Anthropology
Duties and Responsibilities	Handles correspondence, budget, time sheets, grant accounts, files, travel, grad student applications and files and other duties as needed.
Justification of Position	To provide full-time clerical support.

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**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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**INSTITUTION / AGENCY AGENDA
UNIVERSITY OF IDAHO**

SUBJECT

A request by the University of Idaho for the approval of six new positions.

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures Section II.B.3

DISCUSSION

The University of Idaho requests approval for:

- Six (6) new positions (6.0 total FTE) supported by appropriated and non-appropriated funds.

IMPACT

Once approved, the changes can be processed on the State Employee Information System.

STAFF COMMENTS AND RECOMMENDATIONS

This item includes a variety of administrative and support staff to provide campus services.

Staff recommends approval.

BOARD ACTION

A motion to approve the request by the University of Idaho to establish six (6) new positions supported by appropriated and non-appropriated funds.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
UNIVERSITY OF IDAHO - continued**

NEW POSITIONS

Position Title	Assistant Director
Type of Position	Non-Faculty Exempt
FTE	1.0 (2080 hours/year)
Term of Appointment	12 months
Effective Date	November 1, 2006
Salary Range	\$32,177.60
Funding Source	Appropriated funds
Area/Department of Assignment	New Student Services
Duties	Responsible for developing, coordinating and managing a regional recruitment plan
Justification	New position

Position Title	Assistant Director
Type of Position	Non-Faculty Exempt
FTE	1.0 (2080 hours/year)
Term of Appointment	12 months
Effective Date	November 1, 2006
Salary Range	\$32,177.60
Funding Source	Appropriated funds
Area/Department of Assignment	New Student Services
Duties	Responsible for developing, coordinating and managing a regional recruitment plan
Justification	New position

Position Title	Business Manager
Type of Position	Non-Faculty Exempt
FTE	1.0 (2080 hours/year)
Term of Appointment	12 months
Effective Date	November 1, 2006
Salary Range	\$60,590.40
Funding Source	Non-Appropriated funds
Area/Department of Assignment	Auxiliary Services
Duties	Responsible for oversight of revenue and expenditures
Justification	Reactivation of PCN 7102 (vacant over 12 months)

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
UNIVERSITY OF IDAHO - continued**

Position Title	Farm Assistant
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	12 months
Effective Date	November 1, 2006
Salary Range	\$24,128.00
Funding Source	Appropriated funds
Area/Department of Assignment	College of Agricultural and Life Sciences
Duties	Responsible for providing Farm support and labor
Justification	Reactivation of PCN 1172 (vacant over 12 months)

Position Title	Management Assistant
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	12 months
Effective Date	November 1, 2006
Salary Range	\$30,492.80
Funding Source	Appropriated funds
Area/Department of Assignment	College of Agricultural and Life Sciences
Duties	Responsible for providing administrative support
Justification	Reactivation of PCN 1529 (vacant for over 12 months)

Position Title	Telecommunications Technician
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	12 months
Effective Date	November 1, 2006
Salary Range	\$36,004.80
Funding Source	Appropriated funds
Area/Department of Assignment	Information Technology Services
Duties	Responsible for providing support for the campus communications network
Justification	New position

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CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006

INSTITUTION / AGENCY AGENDA
LEWIS-CLARK STATE COLLEGE

SUBJECT

A request by Lewis-Clark State College for approval of new positions.

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures; Section II.B.

BACKGROUND

Items submitted for review and approval according to Board Policy listed above.

DISCUSSION

Lewis-Clark State College requests approval for:

- ten (10) new positions supported by appropriated and grant funds;
- changes to one (1) position supported by local funds; and
- deletion of two (2) positions supported by appropriated and grant funds.

One informational item is also included, which does not require board action.
This item is for a title change and one year appointment.

IMPACT

Once approved, the positions can be processed on the State Employee Information System.

STAFF COMMENTS AND RECOMMENDATIONS

This item includes several new positions funded by an Educational Talent Search grant being administered in the Lewis Clark and Clearwater valleys.

Staff recommends approval.

BOARD ACTION

A motion to approve the request by Lewis-Clark State College for ten (10) new positions, change to one (1) position and deletion of two (2) positions supported by appropriated, local and grant funds.

Moved _____ Seconded _____ Carried Yes ____ No ____

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
LEWIS-CLARK STATE COLLEGE - continued**

**NEW POSITIONS
INSTRUCTIONAL**

Position Title	Mathematics Instructor
Type of Position	Professional
FTE	1.0
Term of Appointment	12 months
Effective Date	9/1/2006
Salary Range	\$31,720
Funding Source	Grant funds
Area/Department of Assignment	Community Programs/Adult and Family education
Duties and Responsibilities	Provide individual and group instruction in a lab setting at North Idaho Correctional Institution (NICI).
Justification of Position	Position will provide a mathematics instruction for inmates of NICI.

**NEW POSITIONS
OTHER**

Position Title	Director – Lewis Clark Valley
Type of Position	Exempt
FTE	1.0
Term of Appointment	12 months
Effective Date	9/1/2006
Salary Range	\$40,000
Funding Source	Grant Funds
Area/Department of Assignment	Student Services/Educational Talent Search, Lewis Clark Valley
Duties and Responsibilities	Implement and manage new grant program, Educational Talent Search, including achieving grant objectives, supervising staff, submit grant reports and proposals.
Justification of Position	Manage newly funded Educational Talent Search grant.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
LEWIS-CLARK STATE COLLEGE - continued**

Position Title	Director – Clearwater Valley
Type of Position	Exempt
FTE	1.0
Term of Appointment	12 months
Effective Date	9/1/2006
Salary Range	\$40,000
Funding Source	Grant Funds
Area/Department of Assignment	Student Services/Educational Talent Search, Clearwater Valley
Duties and Responsibilities	Implement and manage new grant program, Educational Talent Search, including achieving grant objectives, supervising staff, submit grant reports and proposals.
Justification of Position	Manage newly funded Educational Talent Search grant
Position Title	Program Aide – Lewis Clark Valley
Type of Position	Exempt
FTE	1.0
Term of Appointment	12 months
Effective Date	9/1/2006
Salary Range	\$32,000
Funding Source	Grant Funds
Area/Department of Assignment	Student Services/Educational Talent Search, Lewis Clark Valley
Duties and Responsibilities	To monitor Grant Budgets, generate correspondence, help to ensure grant activities are compliant with federal, state and institutional regulations, other duties as assigned.
Justification of Position	Provide administrative support for the newly funded Educational Talent Search grant.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
LEWIS-CLARK STATE COLLEGE - continued**

Position Title	Program Aide – Clearwater Valley
Type of Position	Exempt
FTE	1.0
Term of Appointment	12 months
Effective Date	9/1/2006
Salary Range	\$32,000
Funding Source	Grant Funds
Area/Department of Assignment	Student Services/Educational Talent Search, Clearwater Valley
Duties and Responsibilities	To monitor Grant Budgets, generate correspondence, help to ensure grant activities are compliant with federal, state and institutional regulations, other duties as assigned.
Justification of Position	Provide administrative support for the newly funded Educational Talent Search grant.

Position Title	Education Specialist – LC Valley #1
Type of Position	Exempt
FTE	1.0
Term of Appointment	11 months
Effective Date	9/1/2006
Salary Range	\$29,884
Funding Source	Grant Funds
Area/Department of Assignment	Student Services/Educational Talent Search, Lewis Clark Valley
Duties and Responsibilities	Plan, develop and implement curriculum to meet grant objectives including assessing, planning, coordinating educational plan to meet the needs of participants, and promote program, and other duties as assigned.
Justification of Position	Meet educational needs of participants for the newly funded Educational Talent Search grant.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
LEWIS-CLARK STATE COLLEGE - continued**

Position Title	Education Specialist – LC Valley#2
Type of Position	Exempt
FTE	1.0
Term of Appointment	11 months
Effective Date	9/1/2006
Salary Range	\$29,884
Funding Source	Grant Funds
Area/Department of Assignment	Student Services/Educational Talent Search, Lewis Clark Valley
Duties and Responsibilities	Plan, develop and implement curriculum to meet grant objectives including assessing, planning, coordinating educational plan to meet the needs of participants, and promote program, and other duties as assigned.
Justification of Position	Meet educational needs of participants for the newly funded Educational Talent Search grant.

Position Title	Education Specialist – Clearwater Valley #1
Type of Position	Exempt
FTE	1.0
Term of Appointment	11 months
Effective Date	9/1/2006
Salary Range	\$29,884
Funding Source	Grant Funds
Area/Department of Assignment	Student Services/Educational Talent Search, Clearwater Valley
Duties and Responsibilities	Plan, develop and implement curriculum to meet grant objectives including assessing, planning, coordinating educational plan to meet the needs of participants, and promote program, and other duties as assigned.
Justification of Position	Meet educational needs of participants for the newly funded Educational Talent Search grant.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
LEWIS-CLARK STATE COLLEGE - continued**

Position Title	Education Specialist – Clearwater Valley #2
Type of Position	Exempt
FTE	1.0
Term of Appointment	11 months
Effective Date	9/1/2006
Salary Range	\$29,884
Funding Source	Grant Funds
Area/Department of Assignment	Student Services/Educational Talent Search, Clearwater Valley
Duties and Responsibilities	Plan, develop and implement curriculum to meet grant objectives including assessing, planning, coordinating educational plan to meet the needs of participants, and promote program, and other duties as assigned.
Justification of Position	Meet educational needs of participants for the newly funded Educational Talent Search grant.

Position Title	Enrollment Specialist
Type of Position	Exempt
FTE	1.0
Term of Appointment	9 months
Effective Date	9/1/2006
Salary Range	\$23,868
Funding Source	Appropriated Funds
Area/Department of Assignment	New Student Recruitment
Duties and Responsibilities	Travels to different venues to promote the college to prospective students, maintains communications and relationships with referral agents.
Justification of Position	Reorganization of Student Services due to personnel changes.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
LEWIS-CLARK STATE COLLEGE - continued**

**CHANGES TO POSITION
OTHER**

Position Title	Instructional Specialist, Computer-Based (PCN 8047)
Type of Position	Classified
FTE	1.0
Term of Appointment	12 months
Effective Date	10/16/2006
Salary Range	\$34,486
Funding Source	Local Funds
Area/Department of Assignment	Information Technology Media Services
Duties and Responsibilities	Designs, develops, tests and deploys instructional and informational web pages and multi-media materials. Designs and creates electronic graphic content and develops textual elements. Assists in the development of online course materials including consulting with faculty and staff.
Justification of Position	Reclassification of position as approved by Division of Human Resources based upon duties and responsibilities.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
LEWIS-CLARK STATE COLLEGE - continued**

DELETED POSITIONS

Position Title	Printing, Graphics Design Specialist
Type of Position	Classified
FTE	1.0
Term of Appointment	12 months
Effective Date	8/25/2006
Salary Range	\$36,850
Funding Source	Appropriated Funds
Area/Department of Assignment	Information Technology
Justification of Position	Position Eliminated

Position Title	Director
Type of Position	Professional
FTE	1.0
Term of Appointment	12 months
Effective Date	12/31/2005
Salary Range	\$41,227.00
Funding Source	Grant Funds
Area/Department of Assignment	Senior Nutrition Program
Justification of Position	Position not being refilled as grant funding is terminating as of 12/31/2006

INFORMATIONAL ITEM ONLY

Position Title	Athletic Director
Type of Position	Professional
FTE	1.0
Term of Appointment	12 months
Effective Date	10/16/2006
Salary Range	\$64,673
Funding Source	Appropriated and Local Funds
Area/Department of Assignment	Athletic Department
Justification of Position	One year appointment, title change only from Director of Auxiliary Services to Athletic Director

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006

AGENCIES AND INSTITUTIONS OF THE STATE BOARD

SUBJECT

FY 2008 Capital Budget Requests

REFERENCE

August 2006 Information item presented on capital budget requests

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.B.8.

BACKGROUND

At the August 2006 Board meeting, major capital budget requests and the process was discussed by staff. Staff recommended, and the Board approved to recommend to the Permanent Building Fund Advisory Council (PBFAC), that the Council continue to concentrate on Alteration and Repair projects for FY 2008.

Staff transmitted the institution and agency major capital facilities requests to the PBFAC staff (Division of Public Works) for information purposes, even though the Board chose to not prioritize the requests. Executive Director Dwight Johnson was scheduled to provide the Council with the same list of capital projects outlined in the August Board agenda. Mr. Johnson was expected to inform the Council of the Board's desire to support the alteration and repair project requests for each agency and institution, instead of major capital facility construction projects. Each institution and agency with capital requests also made a presentation to the PBFAC.

DISCUSSION

The Council will submit its recommendations to the Governor, who also makes a recommendation to the Legislature, which has the final responsibility for appropriating funds for Capital Projects and Alteration/Repair and other types of projects.

IMPACT

The legislative appropriation will determine which major capital projects, if any, will begin in FY2008, and identify funds available statewide for Alterations and Repairs. This latter amount will determine how each campus and agency is able to reduce its deferred maintenance backlog.

ATTACHMENTS

Attachment 1 – Major Capital Projects

Page 3

STAFF COMMENTS

Staff will keep the Board apprised of the Capital Project and Alteration/Repair process, including Council, Executive and Legislative recommendations.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006

BOARD ACTION

This item is for informational purposes only. Any action will be at the Board's discretion.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

ATTACHMENT 1

**State Board of Education
FY08 Major Capital Request Summary
(\$ in 000's)**

Board Priority	Institution/Agency & Project	Detail Page	Total Project Cost		FY 2008 Request
			Perm. Building Fund	Total Funds	
1	Boise State University				
2	Center for Environmental Science & Economic Development	7	20,300.0	20,300.0	15,000.0
3	Idaho State University				
4	Addition to and Renovation of the Life Science Complex	11	32,996.0	32,996.0	32,996.0
5	Idaho Museum of Natural History Building	14	25,338.0	25,338.0	25,338.0
6	Addition to Family Medicine Clinic	18	8,724.0	8,724.0	8,724.0
7	University of Idaho				
8	East Campus Chilled Water Production Plant	21	4,500.0	4,500.0	4,500.0
9	Science & New Technologies Laboratory/Interdisciplinary Research & Education Facility (Planning/Pre-Design)	27	3,111.0	62,223.0	3,111.0
10	Northern Idaho Classroom/Office Facility (Planning/Pre-Design)	31	400.8	8,000.0	400.8
11	Lewis-Clark State College				
12	Health Science Building	35	16,000.0	16,000.0	16,000.0
13	Coeur D'Alene Center	36	3,500.0	3,500.0	3,500.0
14	Upgrade and Renovation of Administration Building- Phase I (Silverthorne Theatre)	37	1,000.0	1,000.0	1,000.0
15	Renovation of Spalding Hall	38	2,500.0	2,500.0	2,500.0
16	Upgrade and Renovation of Administration Building- Phase II (Offices and Classrooms)	39	3,500.0	3,500.0	3,500.0
17	Remodel and Expansion of Old Science Building	40	1,960.2	1,960.2	1,960.2
18	Renovation and Purchase of New Music Building	41	808.5	808.5	808.5
19	College of Southern Idaho				
20	Health Sciences and Human Services Building	43	21,111.6	21,111.6	21,111.6
21	North Idaho College				
22	Seiter Hall Remodel	47	3,950.0	3,950.0	3,950.0
23	Property Acq. and Development for Education Corridor	48	6,527.3	6,527.3	6,527.3
24	Professional Technical Building	49	14,028.5	14,028.5	14,028.5
25	Eastern Idaho Technical College				
26	Construct parking lot for new Health Care Bldg	51	865.5	865.5	865.5
27	Renovate Technical Building #2	52	940.5	940.5	940.5
28	Idaho State Historical Society				
29	Museum Addition - Phase II	53	6,500.0	6,500.0	6,500.0
30	Old Penitentiary Visitor Access Project	55	810.7	810.7	810.7
31	Idaho History Center - Phase III	57	5,000.0	5,000.0	5,000.0
32	Total		\$ 184,372.6	\$ 251,083.8	\$ 179,072.6

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006

REFERENCE: APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: B. Budget Policies

April 2002

B. Budget Policies

8. Major Capital Improvement Project -- Budget Requests

For purposes of Item 8., the community colleges (NIC and CSI), the State Historical Society, and the State Library are included, except as noted in V.B.8.b. (2).

a. Definition

A major capital improvement is defined as the acquisition of an existing building, construction of a new building or an addition to an existing building, or a major renovation of an existing building. A major renovation provides for a substantial change to a building. The change may include a remodeled wing or floor of a building, or the remodeling of the majority of the building's net assignable square feet. An extensive upgrade of one (1) or more of the major building systems is generally considered to be a major renovation.

b. Preparation and Submission of Major Capital Improvement Requests

(1) Permanent Building Fund Requests

Requests for approval of major capital improvement projects to be funded from the Permanent Building Fund are to be submitted to the Office of the State Board of Education on a date and in a format established by the executive director. Only technical revisions may be made to the request for a given fiscal year after the Board has made its recommendation for that fiscal year. Technical revisions must be made prior to November 1.

(2) Other Requests

Requests for approval of major capital improvement projects from other fund sources are to be submitted in a format established by the executive director. Substantive and fiscal revisions to a requested project are resubmitted to the Board for approval. This subsection shall not apply to the community colleges.

c. Submission of Approved Major Capital Budget Requests

The Board is responsible for the submission of major capital budget requests for the institutions, school and agencies under this subsection to the Division of Public Works. Only those budget requests which have been formally approved by the Board will be submitted by the office to the executive and legislative branches.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

**INSTITUTION / AGENCY AGENDA
COLLEGE AND UNIVERSITIES OF THE STATE BOARD**

SUBJECT

FY 2007 College and University "Summary of Sources and Uses of Funds"

APPLICABLE STATUTES, RULE OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Sections V.B.4.b.(1), V.B.5.c. and V.B.6.b.

BACKGROUND

Idaho's public higher education institutions receive funding from a variety of sources. General Account and Endowment funds and student fees are appropriated annually by the Legislature. In addition, the College and Universities receive student activity fees; federal, state, and private grant funds; receipts from sales of products and services, and funds from other sources.

All revenues are used for instruction, research, public service, academic support, libraries, student services, institutional support, physical plant, scholarships and fellowships, auxiliary enterprises, and for other purposes.

DISCUSSION

An estimate of the sources and uses of funds for Fiscal Year 2007 is displayed in pages 3 through 7. Included on pages 8 and 9 are two charts which display a six-year history of sources and uses of funds. This report is prepared each year based on estimates for the upcoming year. Pages 10 and 11 display the Fiscal Year 2007 sources and uses of funds by percentage.

IMPACT

Board members, researchers and the general public are able to review sources of funding, and expenditures, for the higher education institutions.

STAFF COMMENTS AND RECOMMENDATIONS

The pie charts show the same information as the bar charts as a percentage of total.

For sources of funds, Auxiliary Enterprise & Generated Funds revenues include Sales & Services, Indirect Costs, and Other revenues. From FY 2006 to FY 2007, funds from federal grants and contracts decreased from 25.2% to 23.9%, or \$1.5 million, while funds from nonappropriated student fees increased from 5.3% to 6.2%, or \$10.6 million. Other funds from institutional accounts increased from 1.0% to 2.1%, or \$10.9 million, of which \$10.3 million comes from a more stringent approach to budgeting of local revenue at Boise State University. Previously, academic departments were not projecting local revenues with great accuracy. The Finance and Administration staff is requiring a more precise approach to budgeting of these funds.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006

For uses of funds, Instruction increased from 28.6% to 29.4%, or \$20.8 million, Public Service increased from 3.9% to 4.1%, or \$3.9 million, Institutional Support increased from, or \$10 million, and Scholarships/Fellowships decreased from 18.3% to 16.7%, or \$7.1 million,

Staff notes the amounts shown on the spreadsheets are estimates for the current fiscal year, and includes all funds, appropriated and non-appropriated.

BOARD ACTION

This item is for informational purposes only. Any action will be at the Board's discretion.

College & Universities Summary
Summary of Sources and Uses of Funds
Fiscal Year 2007

	A	B	C	D	E	F	G	H	I
	Operating Budgets								
	Board Approved Budgets			CEO Approved	Estimated Budgets		Total	%	
	General	Vocational	Special	Auxiliary	Instit	Grants &	Operating	of	Plant
	Education	Education	Programs	Enter. (1)	Accounts	Contracts	Budgets	Total	Funds
SOURCES OF FUNDS:									
State Appropriations									
1 General Account	\$240,656,400	\$20,972,796	\$35,291,700	\$0	\$0	\$0	\$296,920,896	30.4%	\$0
2 One-time Funds	4,686,100	150,700	75,500	0	0	0	4,912,300	0.5%	0
3 Endowment Funds	7,624,800	0	0	0	0	0	7,624,800	0.8%	0
4 Student Fees	125,189,000	0	222,912	0	0	0	125,411,912	12.8%	0
5									
6 Total Appropriations	\$378,156,300	\$21,123,496	\$35,590,112	\$0	\$0	\$0	\$434,869,908	44.5%	\$0
7									
8 Other Student Fees	\$0	\$0	\$243,400	\$27,555,186	\$32,449,869	\$0	\$60,248,455	6.2%	\$3,906,000
9 Federal Approp	0	0	4,599,500	0	0	0	4,599,500	0.5%	0
10 Federal Grants & Contracts	0	0	0	76,000	0	233,590,486 (4)	233,666,486	23.9%	0
11 State Grants & Contracts	0	0	0	0	134,726	27,870,287	28,005,013	2.9%	0
12 Private Gifts, Grts & Contr	0	0	0	2,979,465	10,633,603	29,262,860	42,875,928	4.4%	0
13 Sales & Serv of Educ Act	0	0	181,900	130,710	41,184,271	0	41,496,881	4.2%	0
14 Sales & Serv of Aux Ent	0	0	0	79,421,671	15,296,251	0	94,717,922	9.7%	0
15 Indirect Costs	0	0	0	0	16,807,325	0	16,807,325	1.7%	0
16 Other	130,800	0	150,000	5,016,146	14,133,765	743,021	20,173,732	2.1%	5,654,100 (3)
17									
18 Total Revenue	\$378,287,100	\$21,123,496	\$40,764,912	\$115,179,178	\$130,639,810	\$291,466,653	\$977,461,149	100.0%	\$9,560,100
19 USES OF FUNDS:									
20 Instruction	\$187,475,669	\$20,305,470	\$7,071,312	\$0	\$43,121,162	\$29,447,953	\$287,421,566	29.4%	\$0
21 Research	10,872,534	0	19,554,800	0	8,424,723	81,876,746	120,728,803	12.3%	0
22 Public Service	829,268	0	13,969,500	0	4,589,630	21,070,802	40,459,200	4.1%	0
23 Academic Support	29,707,395	511,639	0	0	9,388,434	508,421	40,115,889	4.1%	0
24 Libraries	20,208,399	0	0	0	584,305	0	20,792,704	2.1%	0
25 Student Services	23,511,126	155,687	0	0	4,381,357	1,688,562	29,736,732	3.0%	0
26 Institutional Support	42,910,785	0	0	0	36,175,508	0	79,086,293	8.1%	0
27 Physical Plant	49,137,281	0	0	0	17,732,780	0	66,870,061	6.8%	5,654,100 (3)
28 Scholarships & Fellowships	0	0	0	5,329,271	1,457,260	156,864,969 (4)	163,651,500	16.7%	0
29 Auxiliary Enterprises (1) & (2)	8,577,443	0	0	109,734,721	5,547,600	9,200	123,868,964	12.7%	601,826
30 Mandatory Transfers	0	0	0	0	0	0	0	0.0%	2,619,306
31 Other	0	0	53,800	0	0	0	53,800	0.0%	0
32 One-time Replacement Capital	5,057,200	150,700	115,500	0	0	0	5,323,400	0.5%	0
33									
34 Total Uses	\$378,287,100	\$21,123,496	\$40,764,912	\$115,063,992	\$131,402,759	\$291,466,653	\$978,108,912	100.0%	\$8,875,232
35									
36									
37 Incr/(Decr) to Balance	\$0	\$0	\$0	\$115,186	(\$762,949)	\$0	(\$647,763)		\$684,868
38									
39									
40 Employee FTE	3,817.67	290.00	415.45	633.92	621.28	390.40	6,168.72		
41									
42 (1) General Education program supports intercollegiate athletics which is an auxiliary enterprise and reported in the General Education									
43 column not the auxiliary enterprise column.									
44 (2) Auxiliary Enterprises includes University of Idaho's Kibbie Dome operations									
45 (3) Plant funds includes University of Idaho's federal grants for capital projects									
46 (4) Includes Federal Direct Student Loan funds									

Boise State University
Summary of Sources and Uses of Funds
Fiscal Year 2007

	A	B	C	D	E	F	G	H	I
	Operating Budgets								
	Board Approved Budgets			CEO Approved	Estimated Budgets		Total	%	
	General	Vocational	Special	Auxiliary	Instit	Grants &	Operating	of	Plant
	Education	Education	Programs	Enter. 1)	Accounts	Contracts	Budgets	Total	Funds
SOURCES OF FUNDS:									
State Appropriations									
1 General Account	\$75,070,300	\$7,111,257	\$519,100				\$82,700,657	28.9%	
2 One-time Funds	1,755,400		50,000				1,805,400	0.6%	
3 Endowment Funds							0	0.0%	
4 Student Fees	44,221,300						44,221,300	15.5%	
5									
6 Total Appropriations	\$121,047,000	\$7,111,257	\$569,100	\$0	\$0	\$0	\$128,727,357	45.0%	\$0
7									
8 Other Student Fees				\$9,937,427	\$16,293,814		\$26,231,241	9.2%	
9 Federal Approp							0	0.0%	
10 Federal Grants & Contracts						58,133,999 (2)	58,133,999	20.3%	
11 State Grants & Contracts						7,647,024	7,647,024	2.7%	
12 Private Gifts, Grts & Contr					3,449,042	3,929,429	7,378,471	2.6%	
13 Sales & Serv of Educ Act					1,800,000		1,800,000	0.6%	
14 Sales & Serv of Aux Ent				40,194,638			40,194,638	14.0%	
15 Indirect Costs					2,500,000		2,500,000	0.9%	
16 Other				2,739,714	10,809,991		13,549,705	4.7%	
17									
18 Total Revenue	\$121,047,000	\$7,111,257	\$569,100	\$52,871,779	\$34,852,847	\$69,710,451	\$286,162,434	100.0%	\$0
19 USES OF FUNDS:									
20 Instruction	\$61,885,192	\$7,111,257			\$10,294,660	\$8,005,808	\$87,296,917	30.4%	
21 Research	1,592,794				948,455	9,199,738	11,740,987	4.1%	
22 Public Service	738,297		515,300		2,471,315	6,504,905	10,229,817	3.6%	
23 Academic Support	12,126,123				2,173,944		14,300,067	5.0%	
24 Libraries	6,661,839				306,405		6,968,244	2.4%	
25 Student Services	6,836,615				590,398		7,427,013	2.6%	
26 Institutional Support	14,070,068				9,207,204		23,277,272	8.1%	
27 Physical Plant	12,808,372				10,236,847		23,045,219	8.0%	
28 Scholarships & Fellowships				2,848,382	186,104	46,000,000 (2)	49,034,486	17.1%	
29 Auxiliary Enterprises (1)	2,201,200			49,439,093			51,640,293	18.0%	
30 Mandatory Transfers							0	0.0%	
31 Other (Incl One-Time Funds)			53,800				53,800	0.0%	
32 One-time Replacement Capital	2,126,500						2,126,500	0.7%	
33									
34 Total Uses	\$121,047,000	\$7,111,257	\$569,100	\$52,287,475	\$36,415,332	\$69,710,451	\$287,140,615	100.0%	\$0
35									
36									
37 Incr/(Decr) to Balance	\$0	\$0	\$0	\$584,304	(\$1,562,485)	\$0	(\$978,181)		\$0
38									
39									
40 Employee FTE	1,230.11	91.84	0.00	344.09	157.06	166.00	1,989.10		
41									
42 (1) General Education program supports intercollegiate athletics which is an auxiliary enterprise and reported in the General Education									
43 column not the auxiliary enterprise column.									
44 (2) Includes Federal Direct Student Loan funds									

Idaho State University
Summary of Sources and Uses of Funds
Fiscal Year 2007

	A	B	C	D	E	F	G	H	I
	Operating Budgets								
	Board Approved Budgets			CEO Approved	Estimated Budgets		Total	%	
	General	Vocational	Special	Auxiliary	Instit	Grants &	Operating	of	Plant
	Education	Education	Programs	Enter. 1)	Accounts	Contracts	Budgets	Total	Funds
SOURCES OF FUNDS:									
State Appropriations									
1 General Account	\$65,353,800	\$10,069,411	\$2,247,300				\$77,670,511	29.7%	
2 One-time Funds	1,642,000	0	25,500				1,667,500	0.6%	
3 Endowment Funds	1,697,400						1,697,400	0.7%	
4 Student Fees	32,161,800		132,912				32,294,712	12.4%	
5									
6 Total Appropriations	\$100,855,000	\$10,069,411	\$2,405,712	\$0	\$0	\$0	\$113,330,123	43.4%	\$0
7									
8 Other Student Fees				\$8,720,759	\$7,350,555		\$16,071,314	6.2%	\$3,906,000
9 Federal Approp							0	0.0%	
10 Federal Grants & Contracts				76,000		79,999,287 (2)	80,075,287	30.7%	
11 State Grants & Contracts					134,726	7,039,463	7,174,189	2.7%	
12 Private Gifts, Grts & Contr				857,740	2,589,361	8,279,331	11,726,432	4.5%	
13 Sales & Serv of Educ Act				130,710	3,648,771		3,779,481	1.4%	
14 Sales & Serv of Aux Ent				9,832,958	11,319,251		21,152,209	8.1%	
15 Indirect Costs					4,756,125		4,756,125	1.8%	
16 Other				623,932	1,662,774	743,021	3,029,727	1.2%	
17									
18 Total Revenue	\$100,855,000	\$10,069,411	\$2,405,712	\$20,242,099	\$31,461,563	\$96,061,102	\$261,094,887	100.0%	\$3,906,000
19 USES OF FUNDS:									
20 Instruction	\$55,204,234	\$10,069,411	\$1,863,412		\$12,144,502	\$6,490,445	\$85,772,004	32.8%	
21 Research	2,560,804				3,388,668	19,523,708	25,473,180	9.7%	
22 Public Service	0		516,800		124,515	3,383,597	4,024,912	1.5%	
23 Academic Support	5,952,074				3,755,790	508,421	10,216,285	3.9%	
24 Libraries	4,918,575				192,700		5,111,275	2.0%	
25 Student Services	6,057,344				925,559	1,003,062	7,985,965	3.1%	
26 Institutional Support	9,177,496				7,831,504		17,009,000	6.5%	
27 Physical Plant	12,514,773				1,677,933		14,192,706	5.4%	
28 Scholarships & Fellowships					1,216,956	65,151,869 (2)	66,368,825	25.4%	
29 Auxiliary Enterprises (1)	2,827,700			21,034,467			23,862,167	9.1%	601,826
30 Mandatory Transfers							0	0.0%	2,619,306
31 Other (One-Time)							0	0.0%	
32 One-time Replacement Capital	1,642,000	0	25,500	0	0	0	1,667,500	0.6%	
33									
34 Total Uses	\$100,855,000	\$10,069,411	\$2,405,712	\$21,034,467	\$31,258,127	\$96,061,102	\$261,683,819	100.0%	\$3,221,132
35									
36									
37 Incr/(Decr) to Balance	\$0	\$0	\$0	(\$792,368)	\$203,436	\$0	(\$588,932)		\$684,868
38									
39									
40 Employee FTE	1,098.91	142.91	15.40	140.01	174.67	155.06	1,726.96		
41									
42 (1) General Education program supports intercollegiate athletics which is an auxiliary enterprise and reported in the General Education									
43 column not the auxiliary enterprise column.									
44 (2) Includes Federal Direct Student Loan funds									

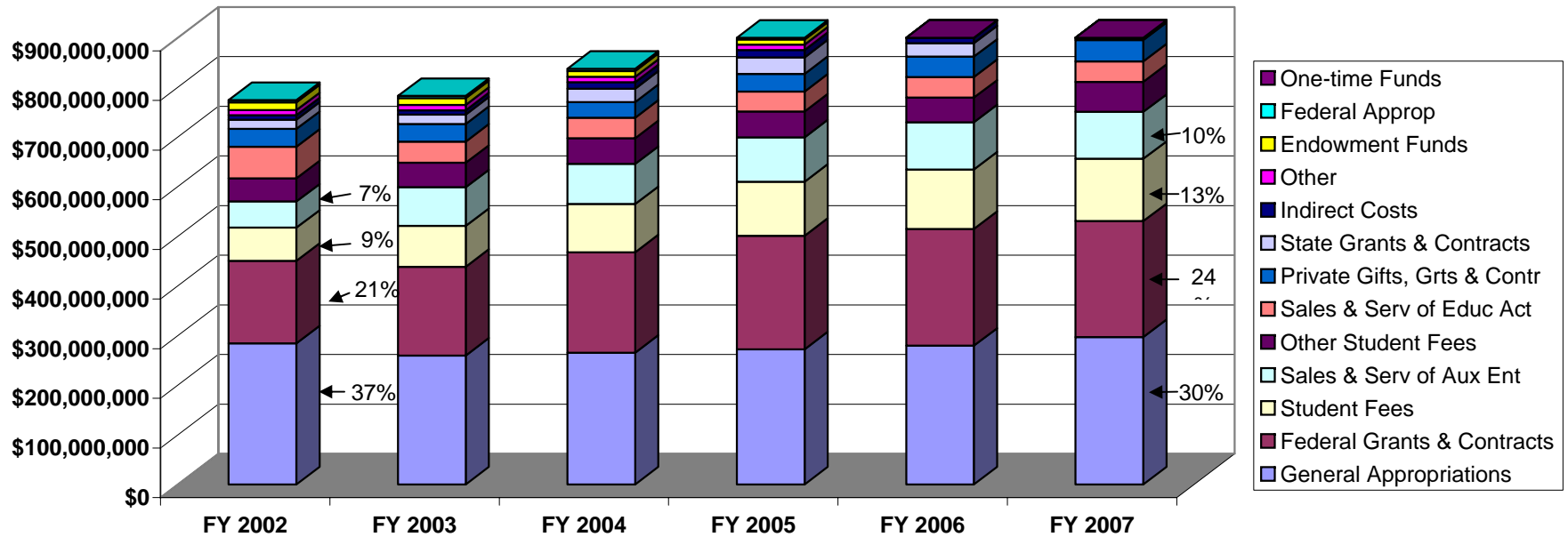
University of Idaho
Summary of Sources and Uses of Funds
Fiscal Year 2007

	A	B	C	D	E	F	G	H	I
	Operating Budgets								
	Board Approved Budgets			CEO Approved	Estimated Budgets		Total	%	
	General	Vocational	Special	Auxiliary	Instit	Grants &	Operating	of	Plant
	Education	Education	Programs	Enter. 1)	Accounts	Contracts	Budgets	Total	Funds
SOURCES OF FUNDS:									
State Appropriations									
1 General Account	\$87,824,700		\$32,525,300				120,350,000	30.9%	0
2 One-time Funds	1,162,000						1,162,000	0.3%	0
3 Endowment Funds	4,859,600						4,859,600	1.2%	0
4 Student Fees	40,956,300		90,000				41,046,300	10.6%	0
5									
6 Total Appropriations	134,802,600		32,615,300	0	0	0	167,417,900	43.1%	0
7									
8 Other Student Fees			243,400	7,489,500	5,205,500		12,938,400	3.3%	
9 Federal Approp			4,599,500				4,599,500	1.2%	
10 Federal Grants & Contracts						93,464,600 (2)	93,464,600	24.0%	
11 State Grants & Contracts						10,445,700	10,445,700	2.7%	
12 Private Gifts, Grts & Contr				2,121,725	4,595,200	16,414,600	23,131,525	5.9%	
13 Sales & Serv of Educ Act			181,900		33,551,500		33,733,400	8.7%	
14 Sales & Serv of Aux Ent				28,601,575	3,977,000		32,578,575	8.4%	
15 Indirect Costs					9,400,000		9,400,000	2.4%	
16 Other	130,800		150,000	896,300			1,177,100	0.3%	5,654,100 (3)
17									
18 Total Revenue	134,933,400		37,790,100	39,109,100	56,729,200	120,324,900	388,886,700	100.0%	5,654,100
19 USES OF FUNDS:									
20 Instruction	60,279,814		5,207,900		18,182,500	12,684,000	96,354,214	24.8%	
21 Research	6,575,318		19,554,800		4,087,600	52,974,400	83,192,118	21.4%	
22 Public Service	3,500		12,937,400		1,579,200	8,953,400	23,473,500	6.0%	
23 Academic Support	9,827,470				3,041,100		12,868,570	3.3%	
24 Libraries	7,673,978				77,000		7,750,978	2.0%	
25 Student Services	9,019,275				2,398,900		11,418,175	2.9%	
26 Institutional Support	16,526,303				17,929,500		34,455,803	8.9%	
27 Physical Plant	21,129,682				5,404,400		26,534,082	6.8%	5,654,100 3)
28 Scholarships & Fellowships				2,480,889		45,713,100 (2)	48,193,989	12.4%	
29 Auxiliary Enterprises (1) & (4)	2,736,060			36,340,661	4,029,000		43,105,721	11.1%	
30 Mandatory Transfers							0	0.0%	
31 Other-Incl One-Time									
32 One-time Replacement Capital	1,162,000		90,000				1,252,000		
33									
34 Total Uses	134,933,400		37,790,100	38,821,550	56,729,200	120,324,900	388,599,150	99.7%	5,654,100
35									
36									
37 Incr/(Decr) to Balance	0		0	287,550	0	0	287,550		0
38									
39									
40 Employee FTE	1,205.03		400.05	132.05	256.01	8.94	2,002.08		
41									
42 1) The General Education program supports intercollegiate athletics, which is an auxiliary enterprise. General Education support for athletics									
43 is reported in the General Education column, not the auxiliary enterprise column.									
44 2) Includes Federal Direct Student Loan funds.									
45 3) Plant Funds include federal grants for capital projects.									
46 4) Auxiliary Enterprises includes Kibbie Dome operations and the Student Recreation Center.									

Lewis-Clark State College
Summary of Sources and Uses of Funds
Fiscal Year 2007

		A	B	C	D	E	F	G	H	I
		Operating Budgets								
		Board Approved Budgets			CEO Approved	Estimated Budgets		Total	%	
		General	Vocational	Special	Auxiliary	Instit	Grants &	Operating	of	Plant
		Education	Education	Programs	Enter. 1)	Accounts	Contracts	Budgets	Total	Funds
SOURCES OF FUNDS:										
	State Appropriations									
1	General Account	\$12,407,600	\$3,792,128					\$16,199,728	39.2%	
2	One-time Funds	126,700	150,700					277,400	0.7%	
3	Endowment Funds	1,067,800						1,067,800	2.6%	
4	Student Fees	7,849,600						7,849,600	19.0%	
5										
6	Total Appropriations	\$21,451,700	\$3,942,828	\$0	\$0	\$0	\$0	\$25,394,528	61.5%	\$0
7										
8	Other Student Fees				1,407,500	3,600,000		5,007,500	12.1%	
9	Federal Approp							0	0.0%	
10	Federal Grants & Contracts						1,992,600	1,992,600	4.8%	
11	State Grants & Contracts						2,738,100	2,738,100	6.6%	
12	Private Gifts, Grts & Contr						639,500	639,500	1.5%	
13	Sales & Serv of Educ Act					2,184,000		2,184,000	5.3%	
14	Sales & Serv of Aux Ent				792,500			792,500	1.9%	
15	Indirect Costs					151,200		151,200	0.4%	
16	Other				756,200	1,661,000		2,417,200	5.9%	
17										
18	Total Revenue	\$21,451,700	\$3,942,828	\$0	\$2,956,200	\$7,596,200	\$5,370,200	\$41,317,128	100.0%	\$0
19 USES OF FUNDS:										
20	Instruction	\$10,106,429	\$3,124,802			\$2,499,500	\$2,267,700	\$17,998,431	44.2%	
21	Research	143,618					178,900	322,518	0.8%	
22	Public Service	87,471				414,600	2,228,900	2,730,971	6.7%	
23	Academic Support	1,801,728	511,639			417,600		2,730,967	6.7%	
24	Libraries	954,007				8,200		962,207	2.4%	
25	Student Services	1,597,892	155,687			466,500	685,500	2,905,579	7.1%	
26	Institutional Support	3,136,918				1,207,300		4,344,218	10.7%	
27	Physical Plant	2,684,454				413,600		3,098,054	7.6%	
28	Scholarships & Fellowships					54,200		54,200	0.1%	
29	Auxiliary Enterprises (1)	812,483			2,920,500	1,518,600	9,200	5,260,783	12.9%	
30	Mandatory Transfers							0	0.0%	
31										
32	One-time Replacement Capital	126,700	150,700					277,400	0.7%	
33										
34	Total Uses	\$21,451,700	\$3,942,828	\$0	\$2,920,500	\$7,000,100	\$5,370,200	\$40,685,328	100.0%	\$0
35										
36										
37	Incr/(Decr) to Balance	\$0	\$0	\$0	\$35,700	\$596,100	\$0	\$631,800		\$0
38										
39										
40	Employee FTE	283.62	55.25		17.77	33.54	60.40	450.58		0.00
41										
42	(1) General Education program supports intercollegiate athletics which is an auxiliary enterprise and reported in the General Education									
43	column not the auxiliary enterprise column.									
44										

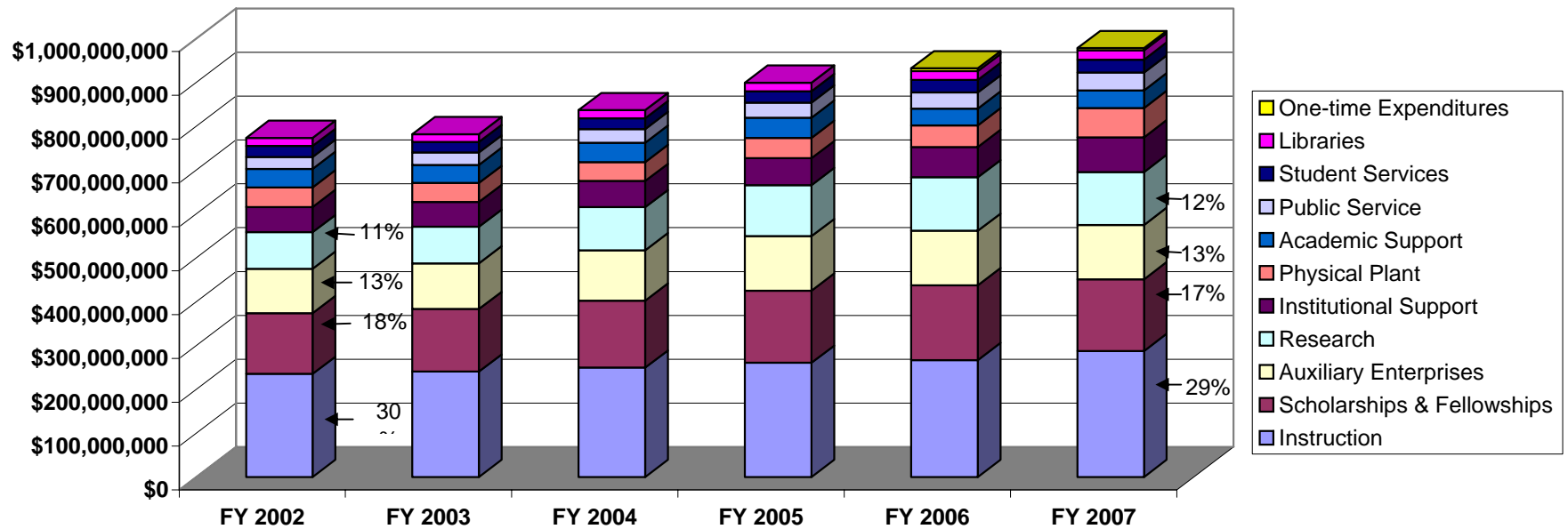
State of Idaho College and Universities All Funds Revenues FY 2002-2007



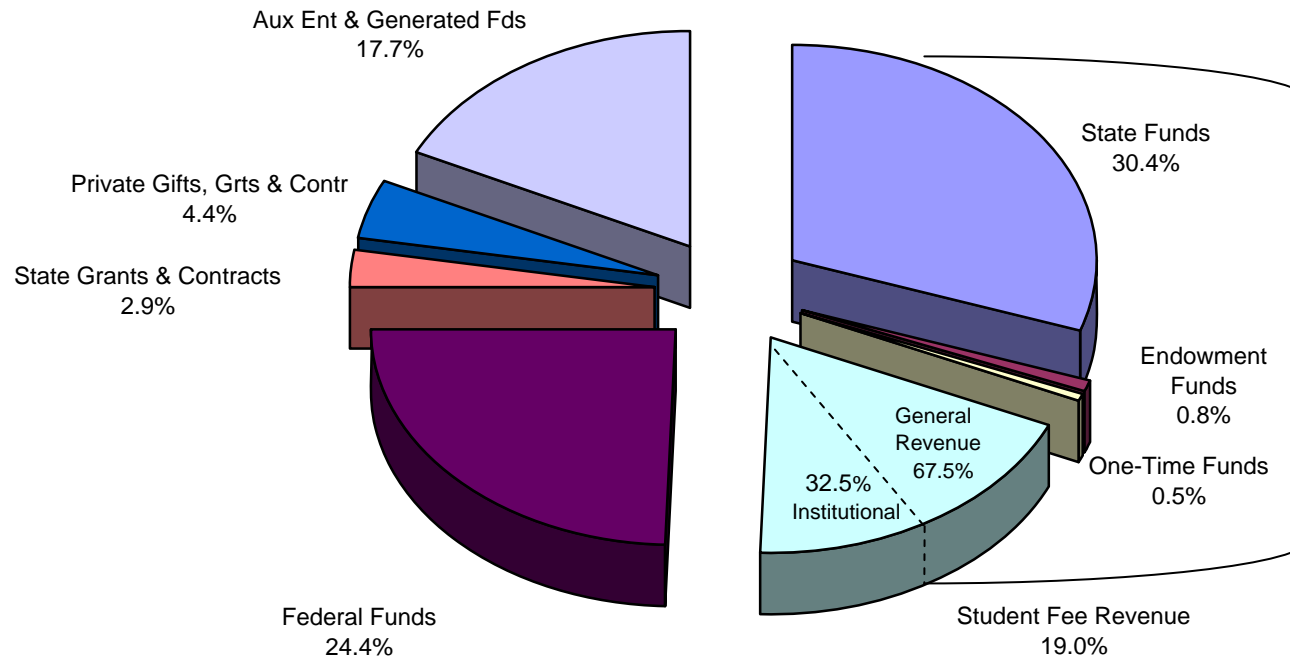
State of Idaho

College and Universities

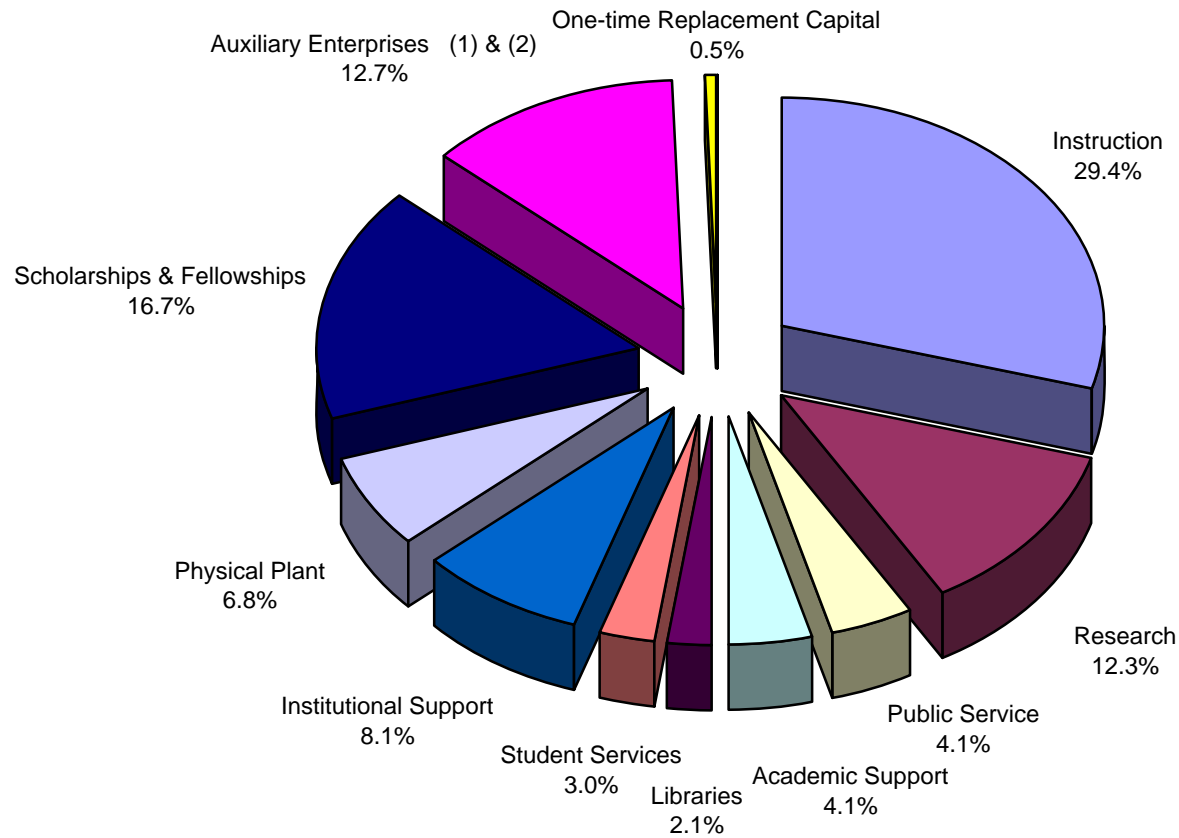
All Funds Expenditures FY 2002-2007



Idaho's College and Universities Revenue Budget for all Funds by Source Fiscal Year 2007



Idaho's College and Universities
Expenditure Budget for all Funds by Functional Classification
Fiscal Year 2007



**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006**

REFERENCE: APPLICABLE STATUTE, RULE, OR POLICY

**Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES
SECTION: V. FINANCIAL AFFAIRS
Subsection: B. Budget Policies**

April 2002

B. Budget Policies

4. Operating Budgets (Nonappropriated - Auxiliary Enterprises)

- b. Operating Budgets
 - (1) Reports of revenues and expenditures must be submitted to the State Board of Education at the request of the Board.

5. Operating Budgets (Nonappropriated -- Local Service Operations)

- c. Reports of revenues and expenditures must be submitted to the State Board of Education at the request of the Board.

6. Operating Budgets (Nonappropriated -- Other)

- b. Reports of revenues and expenditures must be submitted to the State Board of Education at the request of the Board.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006

INSTITUTION / AGENCY AGENDA

SUBJECT

2ND Reading of Proposed Amendments to Board Policy, Section V.J.4.c – Travel and Moving Expenses.

REFERENCE

August 2006 Board approved First Reading of proposed policy

APPLICABLE STATUTE, RULE, OR POLICY

Section 67-5337, Idaho Code (SB 1363, 2006)
Idaho State Board of Education Governing Policies & Procedures, Sections I.A.4. & 5.

BACKGROUND

In July 2004, the State Board of Examiners adopted a statewide maximum moving expense reimbursement not to exceed 10% of an employee's base salary, or \$15,000, whichever is less. In the 2006 legislative session, the Legislature passed Senate Bill 1363 which adopted the same limitations on reimbursement for moving expenses.

DISCUSSION

Board policy needs to be updated in order to reflect the current Idaho statute and Board of Examiners rules pertaining to moving expense reimbursement.

No changes were made between 1st and 2nd Reading.

IMPACT

n/a

STAFF COMMENTS AND RECOMMENDATIONS

A process to grant an exception to the maximum reimbursement has been included in proposed Board policy, to coincide with newly-enacted state law.

Staff recommends approval of the agenda item.

BOARD ACTION

A motion to approve for second reading the changes to Idaho State Board of Education Governing Policies & Procedures, Section V.J.4.c. – Travel and Moving Expenses.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

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CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006

SECOND READING

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: V. FINANCIAL AFFAIRS

Subsection: J. Travel and Moving Expenses

August 2006

J. Travel and Moving Expenses

1. Limitations

Reimbursable travel is restricted to institutional, school and agency business. Reimbursable travel, whether in-state or out-of-state, requires prior approval by the chief executive officer or his or her designee of the institution, school or agency.

2. Economic Travel

All travel must be accomplished in the most economic manner overall, taking into account travel time and expense and office or teaching responsibilities.

3. Certified Airline Travel

Nonscheduled airline travel by students, or by employees of an institution, school or agency, must be only by aircraft and airline certified by the Federal Aviation Administration.

4. Policy on Moving Expenses

a. Institutional, School or Agency Policies

Each institution, school and agency must establish a policy and procedures on reimbursement for or payment of moving expenses consistent with policies approved by the State Board of Examiners.

b. Approval of Expenses

Reimbursement for or payment of moving expenses requires approval by the chief executive officer before the move and must be consistent with the policy approved by the Board. Exceptions to the maximum reimbursement, as specified in Idaho Code 67-5338 and any rules for the reimbursement of moving expenses promulgated by the Idaho Division of Human Resources, must be approved in advance by the Executive Director.

c. Reports ~~to the Board~~

~~All reimbursements for, or payment of, moving expenses which exceed a total of ten thousand dollars (\$10,000) for any one (1) employee must be reported to the Board upon request, along with an explanation of the need for the expenditure. Annual reports of all moving expense reimbursements must be reported on each October 1 to the Division of Financial Management and Legislative Services Office.~~

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CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

IDAHO STATUTES
TITLE 67
STATE GOVERNMENT AND STATE AFFAIRS
CHAPTER 53
PERSONNEL SYSTEM

67-5337. MOVING EXPENSE REIMBURSEMENT. In order for the state to attract
1 and retain professional staff, it may be necessary to defray normal intrastate
2 and interstate moving expenses. The head of any department, office or institu-
3 tion of the state shall have the authority to decide whether or not to reim-
4 burse moving expenses for current or newly-hired state employees on a case-by-
5 case basis up to ten percent (10%) of the employee's base salary or fifteen
6 thousand dollars (\$15,000), whichever is less, and in compliance with rules
7 for the reimbursement of moving expenses promulgated by the division of human
8 resources. Exceptions to the maximum moving expense reimbursement may
be
9 granted if approved in advance by the department director. Agencies shall sub-
10 mit a report to the division of financial management and the legislative ser-
11 vices office by October 1 on all moving expense reimbursements granted in the
12 preceding fiscal year.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
OCTOBER 11-13, 2006

REFERENCE - APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: I. Governing Policies and Procedures

Subsection: A. Policy-Making Authority

April 2004

4. Conformance with State and Federal Law

All Board Governing Policies and Procedures and the internal policies and procedures of its institutions, agencies and school will comply with and be in conformance to applicable laws.

5. Adoption, Amendment, or Repeal of Board Policies

a. Board policies may be adopted by majority vote at any regular or special meeting of the Board. The adoption, amendment, or repeal of a Board policy may be requested by any member of the Board, the executive director, or any chief executive officer. Persons who are Board employees, or students or student groups, must file a written request with the chief executive officer of an institution, agency or school, or his or her designee, to receive Board consideration. An Idaho resident, other than those described above, may file a written request with the executive director for Board consideration of a proposal. Regardless of the source, a statement of the proposed adoption, amendment, or repeal must be presented to the executive director for transmittal to the Board. If the subject matter of the presentation concerns an agency, institution, school, or department of the Board, the executive director will also notify the appropriate chief executive officer of the nature of the request.

b. Board action on any proposal will not be taken earlier than the next regular or special meeting following Board approval for first reading. During the interim between the first reading and Board action, the chief executive officers will seek to discuss and review the proposal with faculty, staff, or other Board employees and students or student groups, as appropriate. The chief executive officers will transmit summaries of oral statements and written comments on the proposal to the executive director. After thorough consideration, the proposal will be presented by the executive director to the Board for action.

c. The executive director is authorized to make nonsubstantive corrections and amendments to Board Governing Policies and Procedures as may be necessary in such areas as typographical errors, cross-references, and citations of state and federal statutes.

CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS
October 11-13, 2006

SUBJECT

Alcohol Permits Approved by University Presidents

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies and Procedures, I.J.2.b.

BACKGROUND

In June of 2004, the State Board of Education adopted a new policy governing the use of alcohol on campus. The chief executive officer of each institution may waive the prohibition against possession or consumption of alcoholic beverages only as permitted by and in compliance with this policy. Immediately upon issuance of an Alcohol Beverage Permit, a complete copy of the application and the permit shall be delivered to the Office of the State Board of Education, and Board staff shall disclose the issuance of the permit to the Board no later than the next Board meeting.

DISCUSSION

The last update presented to the Board was at the June 2006 Board meeting. Since that meeting, Board staff has received 18 permits from Boise State University, 10 permits from Idaho State University, and 10 permits from the University of Idaho.

Board staff has prepared a brief listing of the permits issued for use from August 2006 through December 2006. The list is attached for the Board's review.

IMPACT

N/A

ATTACHMENTS

N/A

STAFF COMMENTS AND RECOMMENDATIONS

State Board staff offers no comments or recommendations.

BOARD ACTION

This item is for informational purposes only. Any action will be at the Board's discretion.

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CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS
October 11-13, 2006

**APPROVED ALCOHOL SERVICE AT
BOISE STATE UNIVERSITY**

August 2006 – November 2006

EVENT	LOCATION	DATE (S)
Business After Hours – Trade Show	Morrison Center Main Hall	08/24/2006
Fall Reception – Renaissance Institute	Hemingway Center	09/08/2006
Mind of Mencia Live	Morrison Center Main Hall	09/17/2006
Elton John	Taco Bell Arena	09/20/2006
DMX Concert	Taco Bell Arena	09/21/2006
Boise Philharmonic	Morrison Center Main Hall	09/23/2006
Selland College Reception and Social	Culinary Arts Building	09/23/2006
Chicago	Morrison Center Main Hall	09/26-28/2006
Friends of Bob & Tom	Morrison Center main Hall	09/30/2006
Gingerbread Holiday Village	Jordan Ballroom SUB	11/17/2006
2007 National Smokejumper Reunion	SUB Patio	06/08/2007
2007 National Smokejumper Reunion	SUB Patio	06/09/2007
Corporate & VIP Hospitality – Pre-Game	Plaza of Keith and Catherine Stein Band Hall	08/31/2006
Corporate & VIP Hospitality – Pre-Game	Plaza of Keith and Catherine Stein Band Hall	09/07/2006
Corporate & VIP Hospitality – Pre-Game	Plaza of Keith and Catherine Stein Band Hall	09/23/2006
Corporate & VIP Hospitality – Pre-Game	Plaza of Keith and Catherine Stein Band Hall	10/07/2006
Corporate & VIP Hospitality – Pre-Game	Plaza of Keith and Catherine Stein Band Hall	11/01/2006
Corporate & VIP Hospitality – Pre-Game	Plaza of Keith and Catherine Stein Band Hall	11/18/2006

CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS
October 11-13, 2006

**APPROVED ALCOHOL SERVICE AT
IDAHO STATE UNIVERSITY**

August 2006 – November 2006

EVENT	LOCATION	DATE (S)
Dr. Arthur & Dr. Laura Vailas Reception	Bennion Student Union West Patio	08/31/2006
Social/Dinner/Film Viewing	PAC - Rotunda	09/09/2006
Alumni Art Show	Transition Art Galleries	09/18/2006
Naming of Wing of Education Building	Education Building	09/20/2006
Alumni Past Board Buffet	Electronic Classroom	09/21/2006
Student Gov. Activities 60's Reunion	SUB Woodriver	09/22/2006
Reception, Dinner & Performance to Honor Barbara Marshal	PAC – Rotunda	09/29/2006
5 year anniversary party	PAC – Rotunda	09/30/2006
ISU Foundation pre-concert event	PAC – Rotunda	11/04/2006
Harvest Moon Gala/Dinner & Dance	PAC – Rotunda	11/18/2006

CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS
October 11-13, 2006

**APPROVED ALCOHOL SERVICE AT
UNIVERSITY OF IDAHO**

September 2006 - December 2006

EVENT	LOCATION	DATE (S)
Kane-Patton Wedding/Reception	Shattuck Arboretum – Amphitheater	09/02/2006
CAA Convocation/Open House	Prichard Art Gallery	09/07/2006
CAA Convocation/Dinner	Commons Plaza-Tent Location	09/08/2006
Brian Ellis Memorial Golf Tournament	UI Golf Course	09/09/2006
Cougar Baseball Alum Tournament	UI Golf Course	09/10/2006
Friends Annual Meeting	Pritchard Art Gallery	09/21/2006
Alumni Assn. Pasta Dinner/Social	Clearwater Room Commons	10/05/2006
University Gala	SUB 2 nd Floor	10/05/2006
Navy/Marine Corps 231 st Birthday Ball	SUB Ballroom	10/28/2006
President's Holiday Celebration	SUB 2 nd Floor	12/02/2006

REFERENCE: APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: I. GENERAL GOVERNING POLICIES AND PROCEDURES

J. Use of Institutional Facilities and Services

June 2004

2. Possession, Consumption, and Sale of Alcohol Beverages at Institutional Facilities

- b. Each institution shall maintain a policy providing for an institutional Alcohol Beverage Permit process. For purposes of this policy, the term “alcoholic beverage” shall include any beverage containing alcoholic liquor as defined in Idaho Code Section 23-105. Waiver of the prohibition against possession or consumption of alcoholic beverages shall be evidenced by issuance of a written Alcohol Beverage Permit issued by the CEO of the institution which may be issued only in response to a completed written application therefore. Staff of the State Board of Education shall prepare and make available to the institutions the form for an Alcohol Beverage Permit and the form for an Application for Alcohol Beverage Permit which are consistent with this Policy. Immediately upon issuance of an Alcohol Beverage Permit, a complete copy of the application and the permit shall be delivered to the Office of the State Board of Education, and Board staff shall disclose the issuance of the permit to the Board no later than the next Board meeting. An Alcohol Beverage Permit may only be issued to allow the sale or consumption of alcoholic beverages on public use areas of the campus grounds provided that all of the following minimum conditions shall be met. An institution may develop and apply additional, more restrictive, requirements for the issuance of an Alcohol Beverage Permit.